

# **Core Federal Financial System Software Qualification Test Application**

September 2002

Prepared by:  
**Joint Financial Management Improvement Program**



## Introduction

The Joint Financial Management Improvement Program (JFMIP) has established policies and procedures for the core federal financial system software qualification process. These are outlined in *The Core Federal Financial System Software Qualification Testing Policy* which you can obtain electronically at the *Core Financial System Knowledgebase website* at ([www.jfmip.gov](http://www.jfmip.gov)) or by writing the JFMIP at 1990 K Street, NW, Suite 430; Washington, DC 20006. The Qualification Test is based on requirements contained in the *Core Financial System Knowledgebase website*. **You should review these documents thoroughly prior to completing this application.**

## Part I. Instructions

**Purpose**—This application represents the initial step in qualifying a core financial software system for use by federal agencies in accordance with the Chief Financial Officers Act of 1990 and OMB Circular A-127. Your completed application will be used for the following purposes:

1. To obtain administrative information that will be used to schedule and conduct the test.
2. To obtain information for screening applications.
3. To obtain vendor certification of software capability to meet mandatory requirements.
4. To obtain information on value-added features provided by a vendor's software.

**Application Submission**—This application form should be used for all tests. JFMIP, when necessary, may require a different application form for incremental tests. A request for testing of a version update for currently certified software might, at JFMIP's discretion, require a complete application, depending on the extent of changes. Vendors wishing to qualify version updates should contact JFMIP to discuss the nature of the software changes, which affects the type of testing and application required.

A vendor whose application is rejected by JFMIP may reapply at any time. A vendor resubmitting an application must complete all parts. The vendor should attach a letter to the resubmitted application describing the actions taken to correct the issues that resulted in the previous rejection.

Original and resubmitted applications are to be submitted in both electronic and hard copy (paper) format. The electronic format facilitates evaluation and future dissemination of the information. (Microsoft Word is preferred.) The hard copy format is required to provide the vendor's certifying signature.

Test applications are to be submitted to

JFMIP  
Core Financial System Test Application  
1990 K Street, NW  
Suite 430  
Washington, DC 20006

Electronic files may be e-mailed to: [stephen.balsam@gsa.gov](mailto:stephen.balsam@gsa.gov)

Applicants must be prepared start the test, Phase 1, not later than 60 calendar days after application submission. However, JFMIP may schedule the test beyond the 60-day limit.

**Application Review Procedures**—JFMIP will notify you upon receipt of your application. JFMIP will review it quickly to make sure it is complete and that all relevant documentation is included. If additional information is needed, JFMIP will contact you within two weeks following application receipt.

When the application is confirmed to be complete, JFMIP will initiate a thorough review of the information provided. As part of this review, you may be asked to provide a demonstration of your software (not to exceed one day) at a site of your choosing. During this application review process you may also be contacted to provide additional information.

If JFMIP determines that your software meets the screening criteria described in *The Core Federal Financial System Software Qualification Testing Policy* document, JFMIP will contact you to coordinate date, location, and other administrative details of the test. If not, you will be so informed. (Application processing timelines and application resubmission are addressed in the *Policy document*.) If you have questions, please contact the JFMIP at (202) 219-0526.

## **Part II. Administrative Information**

### **Vendor Specifics**

Vendor Name:

Address:

Point of Contact Name:

Telephone number:

FAX:

INTERNET:

### **Demonstration Information (Optional)**

Location:

Proposed Date:

**Test Site and Dates**

Proposed Test Location

(please indicate complete address):

Proposed Dates of Test

Primary Date:

Alternate Date:

**Part III. Type of Test**

Check All That Apply

Initial	Retest	Incremental Test	Version Update	Re-qualification

Definitions of the types of tests conducted are as follows:

- Initial test: Initial testing of software not currently certified requires a complete test of software against mandatory requirements. Also, products that have previously failed the test, and do not qualify to retake the test within a year, may be tested if an application to test a new software version is submitted. *The supplemental certification statement provided in Appendix A must be included with the application to test a new software version. Without this supplemental certification statement, the test application will be determined to be incomplete.*
- Retest: If software does not pass all the test steps in the initial or requalification test, but does pass at least 90 percent of the test step, a one-time retest may be conducted based on a written request by the vendor. This is a retest of cases containing steps that were not successfully completed by the software, plus any dependent (or other) test cases determined by JFMIP to be necessary. The vendor must be prepared to retest the software within 30 calendar days of its request.
- Incremental test: Testing of new financial requirements for currently certified software products. This test is generally more limited in scope than the initial test.
- Version update: When a vendor makes changes to a qualified version of software that results in a new version update, the vendor is required to notify JFMIP in writing of the nature of the change (prior to submitting a test application). JFMIP determines if testing of the version update is required as well as the extent of the version update testing. Version update testing generally involves selected portions of the initial or requalification test. If the version update is very extensive, the vendor may be required to apply for a requalification test.

- Requalification test: Software that is nearing the 3-year expiration date must undergo a comprehensive and complete software test that is similar in scope to the initial test and includes any incremental tests that may have been conducted.

#### **Part IV. Required Application Software**

Identify all software products to be used during the test. This includes the identification of all applications and modules, third party software products, desktop software and computer aided testing tools to be used.

Software Name and Version:

Core Financial Application Modules:

Other Applications and Modules:

Third Part Software and Version:

Desktop Software and Version:

Computer Aided Test Tool and Version:

#### **Part V. Required Infrastructure**

Identify all hardware components to be used during the test. This includes the identification of the computing platform, database, operating system, network connectivity and client workstations to be used.

Operating System and Version:

Database Management System and Version:

Platform (with processing speed and RAM):

Server/Mainframe:

Client:

Network Connectivity:

#### **Part VI. References**

Provide three current users of the software version nominated for testing (or similar versions of software). The government preference for references is (in preference order); federal agencies, state and local government agencies, and commercial firms. Failure to provide references will not, by itself, disqualify a system from consideration for the test.

Reference 1:

Name:

Address:

Point of Contact:

Telephone:

Internet Address:

Version Used:

Name of Software:

Date of Implementation:

Reference 2:

Name:

Address:

Point of Contact:

Telephone:

Internet Address:

Version Used:

Name of Software:

Date of Implementation:

Reference 3:

Name:

Address:

Point of Contact:

Telephone:

Internet Address:

Version Used:

Name of Software:

Date of Implementation:

## **Part VII. Mandatory Requirements**

Appendix B contains a listing of all the mandatory core financial system requirements published in the *JFMIP Core Financial System Requirements*, JFMIP-SR-02-01. The inventory of mandatory requirements is used by JFMIP to screen applications. The vendor's software is required to meet 100 percent of the mandatory requirements, whether or not JFMIP actually tests that the software meets the requirement during the test. This section of the application changes as new requirements are identified. For incremental tests, the vendor attests that the software meets the requirements to be tested. To support the mandatory requirements, the vendor must provide JFMIP with a complete set of user documentation (with the application) for the software version proposed for testing. The user documentation may be provided in electronic form. For incremental tests, the vendor must provide only the documentation that pertains to the new requirements to be tested.

## **Part VIII. Value Added Features**

You are invited to identify functions of your product that satisfy the value added features which are listed in the *Core Financial System Knowledgebase website*. A value added checklist is provided at Appendix C. Use this checklist to check the features that the

software possesses. Also, please provide a specific reference to supporting documentation. You may also submit supporting documents to provide clarification.

## **Part IX. Terms and Conditions**

1. All materials submitted with this application become the property of the federal government. Information is considered non-proprietary unless specifically identified by the vendor and will be shared in accordance with the provisions of the *Core Federal Financial System Software Qualification Testing Policy* document. The government acquires no rights to the intellectual and other property associated with the candidate software as a result of the submission of this application and accompanying documentation.
2. Candidate systems must be ready to test no later than 60 days after the date of this application.
3. Software will be re-tested every three years, unless version changes or requirements changes dictate more frequent re-testing. Refer to *The Core Federal Financial System Software Qualification Testing Policy* for guidance.

## **Part X. Officer's Assurance**

An officer of your company will sign the below statement to provide the government assurance that the vendor has a reasonable and well-founded belief that the software meets all mandatory requirements, whether or not the requirements are tested by JFMIP. This statement assures the government that further commitment of public resources for the purposes of testing are reasonable.

### **Statement**

To the best of my knowledge, I certify that all representations made in this application are complete and factual and that the software listed above reasonably meets all mandatory requirements published as *JFMIP Core Financial System Requirements*, JFMIP-SR-02-01, and as amended by JFMIP.

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(Printed Name and Title)

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(Signature / Date)



## Appendix A. Supplemental Certification Statement

1. The software system submitted for the JFMIP qualification test, (insert new product name), is not the same as the system that was tested by JFMIP, (insert old product name), on (insert appropriate date), which is not eligible for retest until (insert appropriate date) according to the JFMIP *Core Federal Financial System Software Qualification Testing Process: Policy and Procedures*.
2. A list of product differences between (insert new product name) and (insert old product name), which was previously tested on (insert appropriate date), follows, and these product differences incorporated into (insert new product name) constitute (insert new product name) as a different system or product than (insert old product name).
3. An explanation follows of (1) how the product differences incorporated into (insert new product name) address the functionality in the JFMIP software qualification test posted on Knowledgebase and (2) how these differences will enable (insert new product name) to conform to JFMIP expected test results and general ledger effects. In addition, documentation that supports the development of the product differences incorporated in to (insert new product name) is provided with this application.
4. The software proposed in this test application, (insert new product name), will be clearly represented to the Federal Government as a software product that is distinct from (insert old software name), which is not eligible for retesting prior to (insert appropriate date).
5. This supplemental certification is an integral part of the test application submitted to JFMIP.

An officer of your company must sign the statement below to provide assurance to the Federal Government that the above statements are true and factual.

### Statement

To the best of my knowledge and belief, I certify that all representations made herein are complete and factual.

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(Printed Name and Title)

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(Signature / Date)



## Appendix B. JFMIP Mandatory Requirements List

An excerpt from the *JFMIP Core Financial System Requirements*, JFMIP-SR-02-01

Rqmt. Number	Requirement Description
CFA-01	Classify accounting transactions by: Treasury Account Symbol/Treasury Account Fund Symbol (TAS/TAFS), Internal fund code (see CFA-04 below), Budget fiscal year, Accounting quarter and month, Program, Organization, Project, Activity, Cost center, Object class, Budget function (and sub function code), and Remaining U.S. SGL attributes not specified above.
CFA-02	Define additional accounting classification elements. Classify and report accounting transactions by each type of element.
CFA-03	Achieve consistency in budget and accounting classifications and synchronization between those classifications and the organizational structure. Consistency will include maintaining data relationships between: Budget formulation classifications (budget function and sub function classification codes, per OMB Circular No. A-11), budget execution and accounting classifications (e.g., TAS/TAFS, internal fund, program, project, activity), and the agency's organizational structure.
CFA-04	Provide a fund structure that identifies TAS/TAFS established by OMB and Treasury. Accommodate additional detail below the TAS level, such as an internal fund code to support fiscal year accounting, and appropriation sub-accounts used for reporting to Treasury.
CFA-05	Differentiate among the type of budgeting, accounting, and reporting treatments to be used based on various TAS/TAFS characteristics. At a minimum, the following fund characteristics must be supported in accordance with Treasury and OMB reporting and budget execution requirements: Fund type, (e.g., general fund, deposit fund, trust fund, special fund, revolving fund, receipt account); Funding source (e.g., borrowing authority, contract authority, direct appropriation, spending authority from offsetting collections); and Budget status (e.g., on budget, off budget, or financing account); (d) TAS/TAFS status (e.g., annual, multiyear, and no-year).
CFA-06	Provide a program structure with sufficient levels of detail to allow reporting for all categories on which budgetary decisions are made, whether legally binding, as in appropriation limitations, or in the nature of policy guidance, as in Presidential pass-backs and congressional markup tables.
CFA-07	Establish an organizational structure based on responsibility segments, such as bureaus, divisions, and branches. Provide for the ability to tie responsible organizational units to programs, projects and activities.
CFA-08	Support the management of multiple Agency Location Codes (ALC) and associate the appropriate ALC with each transaction involving Fund balance with Treasury to facilitate external reporting (e.g., Financial Management Service (FMS)-224) and reconciliation with Treasury.
CFA-09	Provide a project structure that is independent of the other accounting classification elements to allow multiple organizations, programs, and funding sources to be associated with a project.
CFA-10	Provide an object class structure consistent with the standard object class codes contained in OMB Circular No. A-11. Provide flexibility to accommodate additional levels (lower) in the object class structure.
CFA-11	Process additions, changes and deletions to elements of the accounting classification design, and related valid domain values within accounting classifications, without extensive program or system changes (e.g., through on-line table updates).
CFA-12	Allow the user to enter, edit, and store accounting classification table changes so that the changes automatically become effective at any future date determined by the user.
CFA-13	Reject or suspend interfaced transactions that contain accounting classification elements or domain values that have been deactivated or discontinued.
CFB-01	Use standard transactions when recording accounting events. The standard transactions must specify the postings to the general ledger accounts, and update document balances and any related tables (e.g., available funding).
CFB-02	Allow the user to include proprietary, budgetary and memorandum accounts in the definition of a standard transaction.
CFB-03	Record transactions consistent with U.S. SGL posting rules.
CFB-04	Reject a transaction or provide a warning message when attempting to post a transaction that would cause general ledger debits and credits to be out-of-balance at a level below the TAS/TAFS (e.g., internal fund, organization level).
CFB-05	Allow users to define and maintain standard rules that control general ledger account postings for all accounting events. The process of defining posting rules can be accomplished in a variety of ways, including (but not limited to) using: transaction codes, screen "templates," derivation rules, and others.
CFB-06	Enable users to selectively require, omit, or set a default value for individual accounting classification elements. For example, a budget object class code value is not necessarily needed when recording depreciation expense.
CFB-07	Update all applicable general ledger account balances (i.e., budgetary, proprietary and memorandum accounts) based on a single input transaction.
CFB-08	Define, generate and post compound general ledger debit and credit entries for a single transaction. Accommodate at least 10 debit and credit pairs or 20 accounts when defining and processing a single transaction.

Rqmt. Number	Requirement Description
CFB-09	Allow users to define and process system-generated transactions, such as automated accruals (e.g., payroll accrual entries), pre-closing and closing entries, cost assignment transactions, recurring payments, and transactions that generate other transactions in those cases where a single transaction is not sufficient.
CFB-10	Automatically liquidate, partially or in full, the balance of open documents by line item. This capability will be used in the liquidation of various documents such as commitments, obligations, undelivered orders, payables, receivables, and advances, upon the processing of subsequent related transactions (e.g., liquidate an obligation upon entry of the related receiving report).
CFB-11	Automatically determine and record the amount of upward or downward adjustments to existing obligations upon liquidation, cancellation or other adjustment. This is to include transactions entered directly to the Core system and those received from interfaced modules or systems.
CFB-12	When adjustments are made to existing obligations or previously recorded expenditures, automatically distinguish between upward and downward adjustments to unexpired and expired budget authority, and generate the appropriate general ledger postings, without user intervention.
CFB-13	Relative to expired funds, provide an overrideable error message when attempting to post (previously unrecorded) obligations to current year general ledger obligation accounts (e.g., U.S. SGL accounts 4801, 4802).
CFB-14	When recording adjustments to prior year obligations (including previously expended authority), automatically classify upward and downward adjustments as paid and or unpaid according to the status of the related obligation or expenditure. This is to include transactions entered directly to the Core system and those received from interfaced modules or systems.
CFB-15	Control the correction and reprocessing of all erroneous transactions through the use of error/suspense files. Erroneous transactions must be maintained until either corrected and posted or deleted at the specific request of a user.
CFB-16	Provide immediate, on-line notification to the user of erroneous transactions. Advise reason for error and provide the ability to enter corrections on-line.
CFB-17	Provide controls to prevent the creation of duplicate transactions. For example, prevent the use of the same unique transaction identification number (e.g., document number).
CFB-18	Provide a warning message when the user attempts to input an external vendor invoice number that has already been recorded for the related vendor.
CFB-19	Validate the fields for all accounting classification elements required to process the transaction prior to posting. For example, fields pertaining to TAS/TAFS, object class, vendor code, organization, and others.
CFB-20	Enter, edit, and store transactions in the current accounting period for automatic processing in a future accounting period.
CFB-21	Put transactions in a hold status (saved, but not processed or posted) within the core system (i.e., importing transactions from a spreadsheet or database application is not acceptable). Allow users to select held transactions and continue processing at a later date.
CFB-22	Capture the six-digit trading partner code (as specified by Treasury) when processing all transactions that directly involve another Federal entity (i.e., both parties to a transaction are Federal entities).
CFB-23	For all transactions, capture transaction dates (effective date of the transaction) and posting dates (date transaction posted to general ledger).
CFB-24	Automatically determine the posting date from the system date for all transactions. Automatically associate a default accounting period for each transaction, but allow user to override.
CFB-25	Automatically reverse entries by the following parameters: transaction or document type, date range, schedule numbers, transaction identification number (i.e., document number) range, and trading partner.
CFB-26	Post to the current and prior months concurrently until the prior month closing is complete.
CFB-27	Provide and maintain on-line queries and reports on balances separately for the current and prior months. At a minimum, balances must be maintained on-line for both the current and prior months until the prior month closing is complete.
CFB-28	Post to the current fiscal year and prior fiscal year concurrently until prior yearend closing is complete.
CFB-29	Provide and maintain on-line queries and reports on balances separately for the current and prior fiscal years. At a minimum, balances must be maintained on-line for both the current and prior fiscal years until the prior fiscal year closing is complete.
CFB-33	Provide audit trails to trace transactions from their initial source through all stages of related system processing. The initial source may be source documents transactions originating from other systems (e.g. feeder systems) or internal system-generated transactions.
CFB-34	Select items for review based on user-defined criteria by type of transaction (e.g. by obligation transactions vendor date range). Examples of reasons to select items are payment certification and financial statement audits.
CFB-35	Provide audit trails that identify document input change approval and deletions by user.
CMA-01	Use the agency's accounting classification elements to identify and establish unique cost objects (for the purpose of cost and revenue capture, accumulation and reporting). Cost objects might include: organizational units, programs, projects, activities, targeted outputs, specific contracts, specific customers, work orders, etc.

<b>Rqmt. Number</b>	<b>Requirement Description</b>
CMA-02	Allocate and distribute the full cost and revenue of cost objects as defined in SFFAS No. 4. Full cost includes: support costs provided by other responsibility segments, both internal and external; identifiable support costs provided by other Government agencies such as pension and other retirement benefits; unfunded costs such as accrued annual leave that accrue in the current reporting period; depreciation expense; and, amortization costs.
CMA-03	Allocate and distribute the full cost of goods and services provided by one Federal entity to another.
CMA-04	Track current cost information against prior month and prior-year-to date cost data for selected cost objects, and track progress against pre-determined plans.
CMA-05	Identify all costs incurred by the agency in support of activities of revolving funds, trust funds, or commercial functions, including the applicable portions of any related salaries and expense accounts identified with those activities.
CMA-06	Accumulate non-financial data relating to cost objects such as output units to allow the calculation of both total and unit costs.
CMA-07	Transfer (and trace) cost data directly to and from other cost systems/applications that produce or allocate cost information.
CMA-08	Calculate prices, fees, and user charges for reimbursable agreements and other purposes using full cost, consistent with the guidance of OMB Circular No. A-25 User Charges.
CMB-01	Use the accrual basis of accounting when recognizing costs and revenue. Recognize costs in the period of time when the events occurred regardless of when ordered received or paid for. Recognize revenue when earned.
CMB-02	Associate with the appropriate cost objects the reductions of balances such as inventories prepaid expenses and advance payments as the balances are used or liquidated.
CMB-03	Identify and record costs incurred by each cost object including input of costs from feeder systems such as inventory travel property management (depreciation) or payroll.
CMB-04	Assign indirect costs on a cause-and-effect basis or allocate costs through any reasonable and consistent basis such as a percentage of total cost incurred direct labor hours used square footage or metered usage.
CMB-05	Perform multi-layer overhead distributions that are user-defined (at least 3 levels of distribution) using multiple rates fixed amount and other appropriate allocation methods.
CMC-01	Distribute information (such as income statements and status of funds reports) on costs and revenue associated with cost objects.
CMC-02	Provide consistent information on financial, budget, and program matters in different reports. For example, bills generated for customers in the receivables system should match customer status reports generated by the cost management system for the same periods.
CMC-03	Use historical information to conduct variance and time-series analyses, and to demonstrate the fairness and appropriateness of rates and charges that are based on actual historical costs.
CMC-04	Distribute costs to other cost objects regardless of how they were originally assigned.
CMC-05	Provide an audit trail that traces a transaction from its origin to the final cost object(s).
CMD-01	Use cost management in revolving funds, including working capital programs.
CMD-02	Allocate working capital and revolving fund costs across organization and program lines and generate appropriate journal entries.
CMD-03	Create and track the funding associated with cost objects (e.g., contracts, work-orders, projects, reimbursable agreements) and provide funding status on fiscal year-to-date and project inception-to-date bases.
CMD-04	Support the aggregation of project cost and funding information to a higher level, for example linking the costs of a set of related projects for a particular customer on one report.
CMD-05	Verify funds availability for orders placed against a specific contract, work-order or agreement for a particular customer of the revolving fund operation.
CMD-06	Support funding of revolving fund contracts, work-orders, and projects through the use of advances, prepayments or reimbursements.
FMA-01	Establish and maintain operating/financial plans at or below the level of funds control.
FMA-02	Establish operating/financial plans by month and quarter at any level of the organizational structure specified by the user.
FMA-03	Track and report on the use of funds against operating/financial plans.
FMC-01	Record funding and related budget execution documents (e.g., warrants, apportionments, allotments) and limitations.
FMC-02	Control the use of funds against limitations consistent with appropriation and authorization language (including congressional intent and continuing resolutions) and administrative limitations established by agency management.
FMC-03	Distribute, track, and control, funds at various levels, based on the elements of the accounting classification and project structure.
FMC-04	Verify that funds distributed do not exceed the amount of funds available for allotment or sub-allotment at each distribution level.
FMC-05	Support Public Law (P. L.) 101-510 (M-year legislation) by assuring that amounts paid out of current year funds to cover obligations made against a closed account do not exceed 1 percent of the current year appropriation.

<b>Rqmt. Number</b>	<b>Requirement Description</b>
FMC-06	Record and control all types of budgetary authority, including appropriations, spending authority from offsetting collections, borrowing authority and contract authority. Identify the type of authority and track obligations by funding source
FMC-07	Record the expiration and cancellation of appropriation authority in accordance with OMB Circular No. A-34 and the U.S. SGL.
FMC-08	Account for spending transactions at a lower level in the accounting classification than they are budgeted.
FMC-09	Account for budgetary resources at a lower level in the accounting classification than they are budgeted and controlled.
FMC-10	Prepare and electronically transmit SF-132s (Apportionment and Reapportionment Schedules and associated financial information) to OMB. Store prepared requests as submitted for future use.
FMD-01	Record budget authority at multiple levels of distribution (at least five).
FMD-02	Track and record all changes to budget authority—including rescissions, supplementals, transfers between TAS/TAFS, reprogramming, limitations and changes to continuing resolutions prior to appropriation enactment—at multiple levels of distribution (at least five).
FMD-03	Track actual amounts and verify commitments and obligations against the budget as revised, consistent with each budget distribution level.
FMD-04	Modify funding distribution (including apportionments and allotments) at multiple organizational levels (at least five).
FMD-05	Manage and control prior-year funds in the current year.
FMD-06	Establish and maintain user-defined variance tolerances by document type, percentage, and a “not-to-exceed” dollar threshold.
FMD-07	Automatically withdraw (or cancel) uncommitted and unobligated allotments and sub-allotments for all or selected TAS/TAFS at the end of a specific fiscal period.
FMD-08	Automatically withdraw (or cancel) uncommitted and unobligated allotments and sub-allotments for selected organizations at the end of a specific fiscal period.
FMD-09	Distribute the annual budget in accordance with the latest SF-132 Apportionment and Reapportionment Schedule approved by OMB.
FME-01	Establish and modify multiple levels of funds control using elements of defined accounting classifications, including object class, program, organization, project, and fund.
FME-02	Establish and modify the system's response (either reject transaction or provide warning) to the failure of funds availability edits for each transaction type.
FME-03	Perform on-line inquiry of funds availability prior to the processing of spending transactions (commitments, obligations, and expenditures).
FME-04	Determine funds availability based on whether funds cited are current, expired, or canceled and record appropriate accounting entries when de-obligation of expired funding occurs. Do not allow the use of de-obligated prior-year funds for current year expenditures.
FME-05	Record transactions that affect the availability of funds, including commitments, obligations, and expenditures.
FME-06	Provide for modification to spending documents (commitments, obligations and expenditures), including ones that change the dollar amount or the accounting classification cited. Check for funds availability when changes are made.
FME-07	Provide on-line notification to users of transactions failing funds availability edits, and make the rejected transactions available for corrective action. This is to include transactions entered directly to the core system and those received from external modules or systems.
FME-08	Override funds availability edits, including automatically releasing and processing transactions previously rejected for exceeding user-defined tolerances. Produce a report or otherwise notify management of the over obligation of funds.
FME-09	Automatically update all appropriate budgetary accounts and or tables to ensure that the system always maintains and reports the current status of funds.
FME-10	Check for funds availability when the obligation exceeds the commitment document or when the expenditure (upon receipt or disbursement) exceeds the obligating document due to quantity or price variances, additional shipping charges, etc., within tolerances. Provide on-line notification when tolerances are exceeded. When variances are within tolerances, process and adjust the obligation accordingly.
FME-11	Allow for available fund balances to be based on reimbursable customer orders accepted. In the case of reimbursable orders from the public, ensure that an advance must also be received before additional funding authority is recorded.
FME-12	Track all activity related to an individual reimbursable agreement. When recording commitments, obligations, and expenditures incurred in support of reimbursable agreements, check for funds availability against the amount authorized by the agreement and the corresponding start and end dates.
FME-13	Record and maintain reimbursable agreements, (e.g., inter-agency agreements,) so that monthly, quarterly, and fiscal year-to-date as well as inception-to-date information can be presented.
FME-15	Maintain information related to each commitment document, including amendments. The Core financial system must capture: Requisition number, Appropriate accounting classification values, and Estimated amounts.

<b>Rqmt. Number</b>	<b>Requirement Description</b>
FME-16	Input line item detail for commitment documents, including item description, unit price, quantity of goods and services, accounting information, and amounts.
FME-17	Future-date, store, and automatically post commitment documents at the appropriate date. Subject these documents to edit and validation procedures prior to posting. Provide notification when transactions are posted.
FME-18	Close commitments by document and line item under the following circumstances: (1) automatically by the system upon issuance of an obligating document, (2) by an authorized user, and (3) automatically as part of the yearend pre-closing process.
FME-19	Record obligations for which there is no related commitment.
FME-20	Maintain information related to obligation documents and related amendments, including obligating document number and type; vendor information, accounting classification elements, referenced commitment (if applicable); and dollar amounts.
FME-21	Future-date, store, and automatically post obligation documents at the appropriate date. Subject these documents to edit and validation procedures prior to posting. Provide notification when transactions are posted.
FME-22	Enter recurring obligation transactions that will be automatically posted at various time intervals such as monthly, quarterly or a specific number of days determined by the user.
FME-23	Allow multiple commitments to be combined into one obligating document.
FME-24	Allow one commitment document to be split between multiple obligating documents.
FME-25	Reference multiple funding sources on a single commitment or obligation.
FME-26	Allow authorized modifications and cancellations of posted obligating documents.
FME-27	Provide on-line access to all obligations by selection criteria, (e.g., document number, vendor number, accounting classification elements).
FME-28	Maintain an on-line history file of closed-out documents for a user-defined period of time.
FME-29	Allow the vendor used on an obligation to be different from suggested vendor recorded on the related commitment document.
FME-30	Close obligation documents under the following circumstances: (1) automatically by the system upon final payment for goods or services, or (2) by an authorized user. Upon the closing of an obligation, automatically classify any de-obligation of excess funds to the appropriate budgetary status (i.e., expired, unexpired, available for obligation or unavailable).
FME-31	Record and maintain contracts and grants and related financial activity so that fiscal year-to-date and inception-to-date information can be presented.
FME-32	Record blanket purchase agreements (BPAs), and record, control, and track records of call.
FME-33	Record, control, and track delivery orders against a contract limitation.
FME-34	Record advance payments made, such as travel advances, contract advances, and grants. Ensure that an obligation exists prior to recording an advance.
FME-35	Record expenditures claimed against advance payments made, and automatically liquidate the advance either partially or fully, as appropriate. Allow the recording of advance refunds.
FME-36	Automatically link transactions in the spending chain, and bring forward accounting and non-financial information from one document to another, when the previously accepted document is referenced, (e.g., commitment to obligation, obligation to receiving report).
FME-38	Maintain current information on commitments and obligations according to the required accounting classification elements (see CFA-01).
FME-39	Produce detailed listings and summary reports of commitments, obligations and expenditures by the elements of the defined accounting classifications.
FME-40	Provide control features that ensure that the amounts reflected in the fund control structure agree with the related general ledger account balances at the end of each update cycle.
FME-41	Maintain historical data on all commitment, obligation, payment and collection transactions.
FME-42	Maintain open documents to show the status of commitments, obligations, accruals, and disbursements by document line item.
FME-43	Provide the ability to perform document cross-referencing in which a user can query on any document and identify the document numbers of associated transactions in the processing "chain" (e.g., querying on a purchase order would provide any amendments to purchase orders, receiving reports, requisitions, and invoices; querying on a receivable would provide any associated cash receipts).
GLA-01	Allow users to define and maintain a chart of accounts consistent with the U.S. SGL, including account titles and the basic numbering structure.
GLA-02	Incorporate proprietary, budgetary, and memorandum (credit reform) accounts in the system, and maintain the relationships between U.S. SGL accounts as described in the current TFM Supplement.
GLA-03	Provide U.S. SGL control accounts for detailed subsidiary accounts in the core or external systems.
GLA-04	Create additional sub-accounts to the U.S. SGL for agency specific tracking and control. These sub-accounts will summarize to the appropriate U.S. SGL accounts.

Rqmt. Number	Requirement Description
GLA-05	Capture U.S. SGL attribute information required for both FACTS I and FACTS II reporting as specified by the current supplement(s) to the TFM.
GLA-06	Provide flexibility so that the system can adapt to changes in FACTS I and FACTS II reporting requirements. For example, the user should be able to add or modify valid values within an existing attribute domain.
GLA-07	Process additions, deletions, and changes to the chart of accounts without extensive program or system changes, (e.g., through on-line table updates).
GLA-08	Prohibit new transactions from posting to general ledger accounts that have been de-activated.
GLB-01	Allow for accruals relating to contracts or other items that cross fiscal years.
GLB-02	Automatically generate selected recurring accrual entries and reversals in subsequent accounting periods (e.g., payroll accrual).
GLB-03	Close an accounting period and prohibit subsequent postings to the closed period.
GLB-04	Automatically determine an accounting period's opening balances based on the prior accounting period's closing balances, without user intervention or adjustment. The rollover of general ledger balances must be accomplished in a detailed manner to maintain the U.S. SGL attribute information required to satisfy FACTS I and FACTS II reporting requirements.
GLB-05	Perform multiple preliminary yearend closings, while maintaining the capability to post current and prior period data.
GLB-06	Automatically generate fiscal yearend pre-closing and closing entries as they relate to fund types.
GLB-07	Provide for an automated yearend rollover of appropriate system tables into the new fiscal year.
GLC-01	Compare amounts in the general ledger accounts with the amounts in the related subsidiary records and create reports for those accounts that are out of balance. This capability must be available for all open accounting period balances and at frequencies defined by the user, such as daily, weekly and monthly.
GLC-02	Perform on-line "drill downs" from general ledger summary balances to detail transactions and referenced documents (e.g., purchase orders, receiving reports, etc.).
GLC-03	Record subsequent activity related to a closed document under a unique document ID and provide an audit trail that associates the new activity with the transaction history of the original document.
PMA-01	Maintain payee (vendor) information to support obligation, accounts payable, and disbursement processes, including: Vendor name, Vendor ID number, Vendor type (e.g., Federal agency, state/local government, commercial entity, individual, employee), TIN, Three or more payment addresses, Three or more separate instances of banking information (i.e., account and routing numbers) for issuing payments, Bank account type (check or savings), Three or more contact names, Three or more contact telephone numbers, Federal vs. Non-federal indicator, Six-digit Trading Partner codes, Entity type (e.g., small business, 8A, women owned business), Multiple vendor payment methods (e.g., Electronic Funds Transfer (EFT), check), Third-party information (e.g., payee TIN for notice of assignment), Data Universal Numbering System (DUNS) number, ALC number (for Federal vendors), Subject to Prompt Pay indicator, Internal Revenue Service (IRS) -1099 indicator, W-2 indicator, Comment field, Date of last update, and User ID of last update.
PMA-02	Support payments made to third parties (payees) that act as an agent for the payee (vendor). Maintain information needed to produce IRS -1099s for the principal party rather than the agent.
PMA-03	Prevent the duplicate entry of vendor records, (e.g., by editing vendor ID numbers or vendor names.) Provide an on-line warning message to the user when duplication is identified.
PMA-04	Track and maintain a history of changes to the vendor file, including vendor additions and purges, and changes to vendor specific information such as payment address, bank account and routing information, and payment type. Maintain an audit trail of payments made to historical vendor information.
PMA-05	Query and report on payee information by user-defined criteria, such as payee name, payee number, and IRS -1099 reporting status.
PMA-06	Activate and deactivate vendors that meet user selected criteria (e.g., such as length of time with no activity.)
PMB-01	Record an accrued liability upon receipt and acceptance of goods and services and properly identify them as capital asset, expense, prepaid expense, or construction.
PMB-02	Record "full" or "partial" receipt and acceptance of goods and services by line item.
PMB-03	Automatically update the funds control and budget execution balances to reflect changes in the status of obligations and expended appropriations, as well as changes in amounts.
PMB-04	Warehouse payment vouchers for future scheduling.
PMB-05	Allow a warehoused payment to be modified, cancelled, and put on hold.
PMB-06	Automatically match invoices to obligations and receiving reports by document and line item. Provide for two-way matching (obligation and invoice) and three-way matching (obligation, receiving report, and receipt of invoice).
PMB-07	Process "obligate and pay" transactions where payment scheduling and obligation occurs simultaneously.
PMB-08	Reference multiple obligations on a single invoice document.
PMB-09	Set up recurring payments in the system and automatically schedule items (e.g. contracts, leases, etc.) for payment on an interval determined by the user (i.e., weekly, bi-weekly, monthly, quarterly or other specified number of days).
PMB-10	Modify recurring payment information for changes in agreement terms, amounts, frequency, etc.



Rqmt. Number	Requirement Description
PMB-11	Capture, store and process the following information for each vendor invoice, for audit trail, research and query purposes: Invoice number, Invoice date, Invoice receipt date, Invoice due date, Invoice amount, Unit price and quantity, Description, Discount terms, as applicable, Obligor document reference(s), Vendor identification number and address code.
PMB-12	Edit the TIN field to ensure that it is a nine digit numeric field, does not include dashes, and is not all zeroes. Allow for override for agency specific requirements.
PMB-13	Accommodate an invoice number field of up to 30 characters or the current requirement of I TFM-6-5000.
PMB-14	Determine the due date and amount of vendor payments in accordance with Title 5, Part 1315 of the CFR which states, in part, that for agencies subject to prompt payment requirements, payment is due on either: (1) 30 days after the receipt of a proper invoice for services and non-dairy products; (2) 10 days after the receipt of a proper invoice for dairy products; (3) the date specified in the contract; (4) in accordance with discount terms when discounts are offered and taken; or (5) in accordance with Accelerated Payments Methods.
PMB-15	Manually override a system-calculated payment due date.
PMB-16	Split an invoice into multiple payments on the appropriate due dates when items on the invoice have different due dates or discount terms.
PMB-17	Record discount terms and automatically determine whether taking the discount is economically justified as defined in I TFM-6-8040.
PMB-18	Record additional shipping and other charges to adjust the payment amount, if they are authorized and within variance tolerances.
PMB-19	Record obligations, expenses, assets, etc., associated with payments made through use of Imprest funds, third-party drafts, and Government credit cards. Establish payables to replenish the Imprest fund.
PMB-20	Record detailed transactions associated with credit card purchases. Allow users to change accounting classification information by line item for specific transactions.
PMB-21	Schedule payments of advances, prepaid expenses, loans, and grants, with the appropriate accounting entries for each.
PMB-22	Establish payables and make payments on behalf of another agency, citing the other agency's funding information. For each disbursement made on behalf of another agency, provide the information required (e.g., purchase order number or reimbursable agreement number and the ALC) by Central agency systems (e.g., OPAC (On-line Payment and Collection System (OPAC)/Intra-governmental Payment and Collection System (IPAC) to the appropriate Central agency system.
PMB-23	Record expense or assets when goods have been received, or services performed, for items that were funded by advances, prepaid expenses, and grants and make the appropriate liquidations. Verify funds availability and automatically update funds control account and or table balances to reflect obligation changes.
PMB-24	Indicate if a payment is "partial" or "final." If "final," automatically de-obligate any unliquidated balances.
PMC-01	Automatically identify and select payments to be disbursed in a particular payment cycle based on their due dates. Provide for on-line review and certification by an authorized certifying officer.
PMC-02	Automatically compute amounts to be disbursed, including discounts, interest, and penalties, in accordance with Title 5, Part 1315 of the CFR. Generate the appropriate transactions to reflect the payment deductions and additions.
PMC-03	Automatically apply interest and discount across multiple accounting lines on an invoice in the same rule used to apply the original payment.
PMC-04	Apply the appropriate Treasury interest rate tables, (e.g., Prompt Pay rate and Current Value of Funds rate).
PMC-05	Capture prompt payment information required by Title 5, Part 1315 of the CFR, including discounts taken, discounts lost, and interest paid.
PMC-06	Automatically include relevant identification information on each remittance, including: vendor invoice number(s); obligating document number or other reference number; and discount, interest and offset amounts, as applicable.
PMC-07	Record user comments for each voucher/invoice.
PMC-08	Provide for up to 9,999 line items per invoice.
PMC-09	Record reason codes for returned and adjusted invoices, lost discounts, and late payments.
PMC-10	Track the status of invoices in the payment process, including those that were not accepted and returned to the vendor and those that are awaiting administrative approval. Maintain the time and aging of approvals in relation to payments.
PMC-11	Provide for various forms of payment to be used, (i.e., check or EFT (e.g., Automated Clearing House (ACH) and wire). Capture, store and process information needed to create EFT payments in accordance with Treasury standards, including American Bankers Association Routing Transit Number (RTN), recipient bank account number, and bank account type (checking or savings). This includes the ability to identify employees versus companies to ensure use of correct ACH formats.
PMC-12	Generate ACH payments in Corporate Trade Exchange (CTX) (820 or Flat File), Cash Concentration or Disbursement (CCD), Cash Concentration or Disbursement Plus Addendum (CCD+), Prearranged Payment and Deposit (PPD), and Prearranged Payment and Deposit Plus Addendum (PPD+) formats.
PMC-13	Ensure that employee ACH payments are generated only as PPD or PPD+ payments.
PMC-14	Ensure that vendor ACH payments are generated only as CCD, CCD+ or CTX formats.

<b>Rqmt. Number</b>	<b>Requirement Description</b>
PMC-15	Prohibit the creation of an ACH payment in any format (PPD, PPD+, CCD+, or CTX) that does not contain a RTN and an account number.
PMC-16	Consolidate multiple payments to a single payee in accordance with TFM prescribed limitations (currently up to 14 lines of 55 characters each for check payments, up to 9,999 lines of 80 characters each for CTX payments). Itemize all payments covered by the one check or EFT (CTX only). However, allow for separate checks to a payee.
PMC-17	Create check files and EFT payment files in all formats (CTX (820 or Flat File), CCD, CCD+, PPD, and PPD+) using different media (telecommunications, tape, direct entry to Electronic Certification System (ECS), and third party upload through ECS).
PMC-18	Provide an edit on the RTN field. The field is a nine-digit numeric-only field. Prohibit fewer or more than nine characters, allow for only numeric characters, and prohibit the entry of all zeroes in this field. Edit RTN's against the data supplied in the Financial Organization Master File (FOMF) (or other verified update file) to ensure the validity of the check digit (Modulus 10 check).
PMC-19	Edit the invoice number field to ensure it is populated. Prohibit the generation of a (vendor) payment that does not contain properly structured remittance information on the addendum.
PMC-20	Generate multiple payments using the same invoice number, to accommodate utility and telecommunication companies' use of an account number as a recurring invoice number.
PMC-21	Edit the ALC field to ensure it is an eight digit numeric field. Allow for override, (e.g., by agencies that have their own disbursing authority.)
PMC-22	Create one check file regardless of payee type (employee or vendor).
PMC-23	Combine payment files from multiple ALCs into a single file for transmission to Treasury. Provide summary totals (items and dollars) by ALC and for the entire file for certification purposes.
PMC-24	Make CTX payments using a separate file. The transactions need to be balanced (sum of all the remittance records must equal the transaction total). The file must include a valid settlement date (next business day or later). The file must be able to accommodate the inclusion of Credit Memos.
PMC-25	Schedule and disburse U.S. dollar payments (SF-1166) through the Treasury's ECS, containing up to the limit of 60 payments per schedule and 100 schedules for each ECS terminal per day.
PMC-26	Process payment transactions from other systems, such as payroll and travel. Identify whether or not disbursement has already been made, and record the appropriate accounting entries. Schedule those disbursements not already made for payment through the core financial system.
PMC-27	Automatically generate transactions to reflect disbursement activity initiated by other agencies and recorded in Central agency electronic systems (such as OPAC/IPAC). Capture related information required by the Central agency system for each transaction (e.g., purchase order number, reimbursable agreement number, ALC).
PMC-28	Flag vouchers selected for payment that will disburse a fund into a negative cash position. (Reimbursable work can result in this type of transaction with appropriate authority.)
PMC-29	Process credit memoranda for returned goods or other adjustments. Apply the credit to the specific obligation that resulted in the credit, reducing the expenditure attributed to that obligation. If a credit is not fully liquidated by one payment, maintain the balance of the credit (e.g., as an account receivable) for application against a future payment. Create the appropriate notice to the vendor that a credit has been applied to the affected payment.
PMC-30	Apply credits against subsequent disbursements to the same vendor regardless of the funding source.
PMC-31	Allow for the exclusion of payments from agency offset based on user-defined criteria including funding source, object class, vendor type and vendor number.
PMC-32	Provide, generate, and maintain a sequential numbering system for scheduling payments to the disbursing office. Assign different schedule number ranges for different payment types, such as travel schedules, transportation schedules, payroll schedules, vendor schedules, etc. Require each schedule number to be unique.
PMC-33	On each payment schedule/file, report totals by TAS/TAFS.
PMC-34	Cancel an entire payment schedule or a single payment within a payment schedule, prior to transmission to Treasury. Allow for reversal of an entire schedule in a single, interactive action. Perform the appropriate accounting reversals.
PMC-35	Cancel an entire payment schedule prior to actual disbursement by or upon rejection by Treasury. Allow for reversal of an entire schedule in a single, interactive action. Perform the appropriate accounting reversals.
PMD-01	Provide information about each payment to reflect the stage of the scheduling process that the payment has reached and the date each step was reached for the following processing steps: Payment scheduled, Schedule sent to appropriate disbursing office, Payment issued by appropriate disbursing office.
PMD-02	For each payment made by the Core financial system, maintain a history of the following information: Vendor Invoice number, Invoice amount, Vendor identification number, Vendor name, Payment address or banking information, Payment amount, Interest paid, when applicable, Discount taken, when applicable, Offset made, when applicable, Payment method (e.g., check, EFT), Referenced obligation number, and Appropriation charged.

Rqmt. Number	Requirement Description
PMD-03	Automatically update the payment information when confirmation is received from the disbursing office, including the paid schedule number, payment date and check number or trace number.
PMD-04	Automatically liquidate the in-transit amount and reclassify budgetary accounts from unpaid to paid when the payment confirmation updates the system.
PMD-05	Record more than one check range for a payment schedule, along with a break in check numbers.
PMD-06	Provide on-line access to vendor and payment information.
PMD-07	Provide on-line access to open documents based on agency selection criteria, including the accounting classification elements, document number, and vendor number.
PMD-08	Reverse disbursement transactions for voided checks or for other payments that have not been negotiated.
PMD-09	Produce IRS-1099s (such as 1099-INT, 1099-MISC, 1099-C and 1099-G) in accordance with IRS regulations and current IRS acceptable format, including hard copy and electronic form. For example, when payment to a sole proprietor for services performed (not including cost of merchandise) exceeds a specified dollar amount (e.g., \$600) produce a 1099-M.
PMD-10	Electronically download monthly "Fund Balance with Treasury" and activity recorded by Treasury (and related warrant information) for comparison to cash activity in the agency's general ledger. Produce a report of differences.
RA-01	Produce reports and transmittable files using data maintained by the core financial management system.
RA-02	Report on financial activity by any element of accounting classification (e.g., individual or hierarchical organization code, project code).
RB-01	Provide data in hard copy and electronic formats required by the Department of the Treasury for the following reports: FMS Form 224, Statement of Cash Transactions, FMS Form 1219, Statement of Accountability, and FMS Form 1220, Statement of Transactions According to Appropriations, Funds, and Receipt Accounts.
RB-02	Provide data in the electronic formats required by the Department of the Treasury for FACTS I and FACTS II reporting.
RB-03	Produce a monthly SF-133, Report on Budget Execution and Budgetary Resources, in the hard copy and electronic formats required by OMB.
RB-04	Perform the validation edits specified by Treasury to ensure the accuracy of data transmitted for FACTS I and FACTS II reporting, (at least) on a monthly basis. See the FACTS II Client Bulk Users Guide for examples.
RB-05	Automate the preparation of consolidated financial statements as required by the current OMB Bulletin on Form and Content of Agency Financial Statements.
RC-01	Produce a report of transaction level details for the TAS/TAFS totals reported on the FMS Form 224, Statement of Cash Transactions.
RC-02	For each TAFS/TAS that is subject to FACTS II reporting requirements, produce a daily on-line Available Funds report(s). The report(s) must accommodate the following parameters: "internal fund", budget object class, organization, program, project, and activity and contain the following data elements as described below. At the internal fund level, report data on budget execution as follows: Total resources by budget fiscal year and by authority type, (including warrant information) as follows: Total Authority Brought forward, Total appropriated for by budget fiscal year, Total contract authority, Total borrowing authority (realized and unrealized), Total Estimated and total actual spending authority from offsetting collections, and Funding distribution, including: Total not yet apportioned, Total apportioned, Total allotted, and Total allowances. Spending Activity, including: Total amount of commitments, Total obligations (including paid and unpaid), Total expenditures (including paid and unpaid). Balances available, such as: Balance of apportionments available for allotment, Balance of allowance available for commitment (uncommitted), Balance of allowances available for obligation (unobligated). When reporting on funds availability for the remaining parameters (i.e., at the organization, budget object class, program, project and activity level), provide the same data noted above except "total resources" data are not required (all elements for funding distribution, spending and balances available are required). In addition, a summary inclusive of all of the parameters must be provided at the TAFS/TAS level with total amounts for each data element listed above.
RC-03	Provide on-line summary trial balances at the internal fund, organization, and TAS/TAFS levels. The trial balances must provide the following minimum data elements for each general ledger account: The balance at the beginning of the accounting period, The total amount of debits for the accounting period, The total amount of credits for the accounting period, and The cumulative ending balance for the accounting period. Grand totals for TAS/TAFS must be provided for beginning balance, current period activity and ending balance columns. The system must produce both pre-closing and post-closing trial balances at yearend.
RC-04	Support FACTS I and FACTS II reporting and analysis by producing on-line trial balances at the internal fund, organization, and TAS/TAFS levels. The trial balances must provide the data elements listed below for each general ledger account. The related official U.S. SGL account number, The following items at the U.S. SGL attribute level (i.e., separate amounts whenever there is more than one attribute domain value within an U.S. SGL account): The balance at the beginning of the accounting period, The total amount of debits for the current accounting period, The total amount of credits for the accounting period, and The cumulative ending balance for the accounting period. Grand totals for each TAS/TAFS must be provided for beginning balance, current period activity, and ending balance columns. The system must produce both pre-closing and post-closing trial balances at year end.

Rqmt. Number	Requirement Description
RC-05	Provide an on-line transaction register at the internal fund, organization, and TAS/TAFS level, for each accounting period, that provides the following data elements: Fiscal year, TAS/TAFS, Internal fund, Document number; Document entry date, Document entry time, Document entry User ID, Document transaction date, Debit account number; Debit account object class Debit amount, Credit account number, Credit account, Object class, U.S. SGL attribute domain headings, U.S. SGL attribute values associated with the transaction. The report must include all transactions that occurred within the accounting period specified.
RD-01	Provide an integrated data query facility that supports ad hoc query access to agency financial data sources and provides data analysis reporting tools.
RD-02	Allow users to create and submit parameter-based query scripts or to store them in a common library for future use.
RD-03	Allow users to run queries on-line or in batch mode and to stage output for later access by authorized users.
RD-04	Allow users to automatically distribute copies of report/query results via e-mail to multiple pre-identified individuals or groups.
RD-05	Provide run-time controls to limit "run-away" queries and large data download requests.
RD-06	Support graphical output display on the desktop. Output display should also support dynamic report reformatting, regrouping and drill-down to detail records from summary report lines.
RD-07	Allow authorized users to download selected financial data. This download capability must be able to automatically reformat downloaded information for direct access by common desktop applications (e.g., ASCII formatted).
RD-08	Provide the ability to preview a report, form, or other query result before printing.
RD-09	Support access to current year and historical financial data.
RMA-01	Maintain customer information to support receivable management processes, including, at a minimum: Customer name, Customer ID number, Customer type (federal agency, state/local government, commercial entity, individual, employee), Taxpayer Identification Number (TIN), Customer address, Contact names, Contact telephone number, Federal vs. Non-Federal indicator, Six-digit Trading Partner codes, ALC number (for Federal customers), Internal Revenue Service (IRS) 1099 indicator, Comment field, Date of last update, User ID of last update, DUNS number.
RMA-02	Maintain customer account information for audit trail purposes and to support billing, reporting and research activities, including, at a minimum: Account number, Account balance, Associated Customer ID number, Date due and age of accounts receivable, Reimbursable order number, travel order number, etc., where applicable.
RMB-01	Record the establishment of receivables along with the corresponding revenues, expense reductions, or other offsets.
RMB-02	Accept transactions that generate receivables from other systems in a standard format for entry into the Core financial system.
RMB-03	Support the calculation and establishment of accounts receivable based upon billing source, event and time period, and type of claim. Automatically generate related bills to customers. Bases used for billing may include: Percentage of reimbursable obligations, accrued expenditures, or costs, using data recorded by the cost accumulation function; Fee schedules for goods or services provided; and Payment schedules or other agreements with other entities.
RMB-04	Establish receivables and credit memos from vendors to whom the agency has made duplicate or erroneous payments.
RMB-05	Uniquely identify multiple types of bills (e.g., overpayments, user fee based) and the supporting data used to verify the specific charges.
RMB-06	Automatically establish receivables to be paid under installment plans, including plans for which payments have been rescheduled. Generate flexible repayment schedules for delinquent indebtedness.
RMB-07	Record billings and collections by line item in order to identify unique accounting classification codes.
RMB-08	Support bills and collections between Federal agencies through the use of electronic systems such as IPAC. Provide supporting data to agencies billed which can be used to verify the charges.
RMB-09	Print bills, accommodating the generation of standard forms, such as SF-1080s or SF-1081s, and turnaround documents to be used as a remittance advice. Allow for customized text in generated billing documents.
RMB-10	Date the bills with the system-generated date or with the date supplied by the user.
RMB-11	Consolidate multiple accounts receivable for a customer onto one bill.
RMB-12	Allow transactions related to manually prepared bills to be entered by authorized personnel.
RMB-13	Record adjustments to bills and post to customer accounts.
RMB-14	Generate monthly statements to customers showing account activity.
RMC-01	Maintain data on individual receivables and referenced transactions supporting the receivable.
RMC-02	Maintain accounts for reimbursable orders and identify Government and non-government accounts that are designated as advance funding.
RMC-03	Update each customer account when: billing documents are generated; collections are received; interest, penalty or administrative fees are applied, and when amounts are written-off or offset.
RMC-04	Automatically calculate interest charges using the appropriate Treasury Late Payment Charge rate and user-defined criteria (e.g., customer, customer type). Automatically generate a separate line item for interest charges on the customer bill.

<b>Rqmt. Number</b>	<b>Requirement Description</b>
RMC-05	Allow the user to specify administrative and penalty amounts and record these amounts to different accounting classification elements for which the principle amount is recorded. Automatically apply these charges to customer accounts and generate separate line items for the charges on the customer bills.
RMC-06	Automatically generate dunning (collection) letters for overdue receivables when accounts become delinquent, and incorporate, as appropriate, due process notices for referring delinquent accounts.
RMC-07	Customize the dunning process parameters and dunning letter text.
RMC-08	Provide information on the age of receivables to allow for management and prioritization of collection activities. This is to include aging information on individual receivables and on a summary basis, such as by customer, type of customer, fund, and general ledger account.
RMC-09	Identify and report receivables that meet predetermined criteria for write-off, or referral and generate the appropriate entries.
RMC-10	Automatically calculate (as a percentage of gross receivables or related revenues) and record the allowance for loss on accounts receivable.
RMC-11	Provide information to allow for the automated reporting of delinquent accounts to commercial credit bureaus.
RMC-12	Automatically create files of delinquent accounts for electronic submission to collection agencies and appropriate governmental organizations.
RMC-13	Maintain data for receivables referred to other Federal agencies and outside organizations for collections.
RMC-14	Record the waiver and write-off of receivables, including interest, penalties, and administrative charges. Maintain data to monitor closed accounts.
RMC-15	Track and report on the date and nature of a change in the status of an accounts receivable, including the following: In Forbearance or in Formal Appeals Process, In Foreclosure, In Wage Garnishment, Rescheduled, Waived/unwaived, Eligible for Referral to Treasury for Offset, Referred to Treasury for Offset, Eligible for Internal Offset, Eligible for Referral to Treasury or a Designated Debt Collection Center for Cross-servicing, Referred to Treasury for cross-servicing, Referred to private collection agency, Referred to Department of Justice (DOJ), Offset, Suspended, Compromised, Written-off, Closed Out.
RMC-16	Perform on-line queries of account activity (billing, collection, and adjustment) by customer and receivable.
RMC-17	Perform on-line queries of miscellaneous cash receipts (applied to any Treasury fund symbol) by customer, when identified, and by accounting period.
RMC-18	Uniquely record, classify, and report on reimbursable funds including: billing limit, amount obligated, amount expended, amount billed, advanced amount (unearned revenue), and earnings and collections received, based on customer and customer agreement number. Support the ability to query and report on these items by any of the accounting classification elements (e.g., fund or object class).
RMC-19	Automatically produce IRS-1099-C's in the amounts of debts forgiven which meet or exceed a user-defined dollar threshold (e.g., \$600 or more).
RMD-01	Automatically record the application of complete and partial payments made by the debtor on a delinquent debt to administrative fees, penalties, interest, and then to principal, unless otherwise stated in program statute.
RMD-02	Record revenues, expenditure reductions, or other appropriate offsets associated with collections for which no receivable was previously established.
RMD-03	Apply collections back to the specific contract or purchase order award to reduce cumulative payments and expenditures, (e.g., upon the refund of erroneous payments.)
RMD-04	Record the receipt of an advance repayment and an advance from others with a reference to the related reimbursable agreement (RA) obligation, whether or not an account receivable was previously established.
RMD-05	Process cash or credit card collections. Match collections to the appropriate receivables and update related bills and customer accounts.
RMD-06	Record information associated with a collection at the time funds are applied to an open receivable document, including the deposit ticket number and date, and ALC code.
RMD-07	Support the receipt of collection files from banks for application to open receivables.
RMD-08	Record collections received against advance payments made.
RMD-09	Apply collections to more than one receivable.
RMD-10	Re-open closed accounts to record collections after a waiver or write-off of a receivable has been recorded.
RMD-11	Electronically download monthly deposit and debit voucher confirmation information from Treasury and the banking system for comparison to activity in the agency's general ledger. Produce a report of differences.
RMD-12	Support the receipt of payment offset information from Treasury. Apply offset collections to open receivables and generate the appropriate accounting entries to record the collections.
RMD-13	Automatically offset payments to vendors for amounts due to the agency, (e.g., outstanding accounts receivable, credit memo, and open advances.) When an entire payment is offset, create the appropriate notice to the vendor that the offset has been made.

Rqmt. Number	Requirement Description
TA-01	Be modular in design, utilize open-systems architecture, and be upgradeable by core system module to accommodate changes in laws, regulations, best practices and new technology.
TA-02	Be a commercially available product, subject to regular maintenance based on vendor developed and scheduled software releases.
TA-03	Include internal transaction processing controls, including the capability in the event of a system failure to automatically: Back out incompletely processed transactions, Restore the system to its last consistent state before the failure occurred, and Re-apply all incomplete transactions previously submitted by the user.
TA-04	Enforce internal database consistency during all on-line and batch update operations, including distributed databases, if applicable.
TA-05	Have fully documented restart capabilities for the application's on-line and batch processing components. Batch jobs must be segmented to facilitate their recovery in the event of a system failure.
TA-06	Include complete installation, operating, and system maintenance documentation covering: Product installation and configuration steps, Application access procedures, User screen layout and content, Transaction entry procedures, Batch job set-up, processing and recovery/re-start procedures, Error codes with full descriptions and recovery steps, Standard report layout and content, Internal processing controls, Application security, Operating specifications and system flowcharts, Database entity relationships, table formats and data element descriptions, and Program module descriptions.
TA-07	Include revised documentation concurrent with the distribution of new software releases.
TA-08	Employ common error-handling routines across functional modules and present error messages that allow the user or system operator to respond to reported problems.
TA-09	Common error message text must be customizable by the agency.
TA-10	Generate output information to formats specified by functional requirements. In cases where a functional requirement does not specify an output format, required information must be viewable using the application's on-line user interface by default.
TA-11	Be customizable to meet agency specific business/accounting needs using agency supplied application configuration and operating parameters.
TA-12	Provide fault-free performance in the processing of date and date-related data (including, calculating, comparing, and sequencing) by all hardware and software products included as part of the application both individually and in combination (i.e., year 2000 compliance).
TB-01	Identify all software and hardware products needed by an agency to install operate access and maintain the application. This requirement includes identification of distinct products that are intended to be purchased or licensed as part of the product licensing agreement. The vendor is also required to identify products needed to meet any technical and functional requirement that must be acquired separately by the agency.
TB-02	Utilize transaction Control Protocol/Internet Protocol (TCP/IP) communications protocol for application database and workstation connectivity.
TB-03	At a minimum support application client operation on a 32-bit Microsoft Windows compatible operating system.
TD-01	Include an application program interface (API) to accept financial data generated by external applications (e.g., the financial portion of mixed program systems, Electronic Data Interchange (EDI) translators, and modules such as travel or payroll). This interface must support the receipt of transactions for all core accounting components, as well as, vendor information updates.
TD-02	Process API submitted transactions using the same business rules, program logic, and edit table entries as are used by the application in editing transactions submitted on-line (e.g., via user interface).
TD-03	Hold API submitted transactions that do not pass required edits in suspense pending appropriate corrective action by the user. Suspense processing must include the ability to: View, update, or delete suspended transactions, Automatically re-process suspended transactions.
TD-04	Provide internal controls with the API (e.g., control totals, record counts) to ensure the integrity of received and processed transactions.
TD-05	For the API, generate transaction editing error records in a standard format defined by the vendor for return to the originating feeder application (i.e., provide two-way interface support).
TE-01	Provide an integrated workflow management capability, including generation and routing of internal forms, reports, and other financial documents for on line approval or subsequent processing.
TH-01	Have integrated security features that are configurable by the system administrator to control access to the application, functional modules, transactions, and data. The application's integrated security features should be compliant with the National Institute of Standards and Technology (NIST) Security Standards.
TH-02	Ensure that the agency's access policies are consistently enforced against all attempts made by users or other integrated system resources including software used to submit ad-hoc data query requests or to generate standard reports.

Rqmt. Number	Requirement Description
TH-03	Require the use of unique user identifications and passwords for authentication purposes. Passwords must be non-printing and non-displaying. The application must allow the enforcement of password standards, (e.g., minimum length and use of alpha, numeric and special characters.) The application must also allow for the establishment of a specified period for password expiration and accommodate prohibiting the user from reusing recent passwords.
TH-04	Enable the system administrator to define functional access rights (e.g., to modules, transactions, approval authorities) and data access rights (e.g., record create, read, update and delete) by assigned user ID, functional role (e.g., payable technician) and owner organization.
TH-05	Permit the system administrator to assign multiple levels of approval to a single user, but prevent that user from applying more than one level of approval to a given document in order to conform to the principle of separation of duties.
TH-06	Allow the system administrator to restrict access to sensitive data elements such as social security numbers and banking information by named user, groups of users, or functional role.
TH-07	Maintain an audit logging capability to record access activity including: All log-in/log-out attempts by user and workstation, User submitted transactions, Initiated processes, System override events; and Direct additions, changes or deletions to application maintained data.
TH-08	Provide the ability to query the audit log by type of access, date and time stamp range, user identification, or terminal ID.
TI-01	Include a process scheduling capability that enables the operator to initiate, monitor, and stop scheduled processes (e.g., on-line availability, batch jobs, and system maintenance).
TI-02	Provide online status messages indicating job or transaction type and name, when requested processing starts, completes, and system errors.
TI-03	Allow reports to be produced in the background while other system processing takes place.
TI-04	Provide the system administrator the ability to control the archiving process. The system must include the capability to establish and maintain user-defined archival criteria, such as date, accounting period, closed items, and vendors inactive for a specific time period. The system must allow selective action on those documents that meet the criteria.
TI-05	Retain archived data and system records in accordance with Federal regulations established by the National Archives and Records Administration (NARA), GAO, and the National Institute of Standards and Technology (NIST).
TI-06	Provide the ability to selectively retrieve archived data based on user-defined criteria such as date, accounting period, or vendor.
TI-07	Maintain and report on productivity statistics about application usage.
TI-08	Provide audit trails to identify changes made to system parameters and tables that would affect the processing or reprocessing of any financial transactions.





## Appendix C.

### JFMIP Value Added Features Checklist

An excerpt from the *JFMIP Core Financial System Requirements*, JFMIP-SR-02-01

Rqmt. Number	Value Added Feature Description	√ to Indicate System Capability	Document References
CFA-14	Provide a revenue source code structure to identify and classify types of revenue and receipts as defined by the user. For example, categories could be rental income, sales by product type, income by type of service performed and others.		
CFA-15	Validate all transactions involving Treasury and other disbursing centers for valid combinations of ALC and TAS/TAFS, as defined by the user.		
CFA-16	Derive the full accounting classifications from abbreviated user input so that user input is minimized, data entry is made easier, and errors are controlled and reduced. Examples of methods include entering "shorthand codes," using a keyboard function to look up additional elements, "clicking" on a "pop-up menu," and scanning a bar code.		
CFA-17	Provide for an automated method to reclassify accounting data at the document level when a restructuring of the existing values pertaining to the mandatory accounting classification elements is needed. Maintain an audit trail from the original postings to the final posting.		
CFB-30	Perform validation checks for use of certain general ledger accounts associated with specific Record Type 7 authority (e.g., Imprest fund, borrowing authority) prior to posting a transaction.		
CFB-31	Have all functions of the system, including budgeting, spending, accounts payable, and accounts receivable, process and track transactions in both foreign currency and U.S. dollars.		
CFB-32	Calculate progress payments to foreign vendors based on current exchange rates.		
FMA-04	Prepare operating/financial plans based on multiple measures, including obligations, costs, labor hours, and full-time equivalents.		
FMA-05	Modify/revise an existing operating/financial plan by line item.		
FMA-06	Maintain original and modified operating/financial plans.		
FMA-07	Identify legal and administrative limitations on funds in operating/financial plans.		
FMA-08	Generate allotments and sub-allotments (including limitations based on approved changes to operating/financial plans).		
FMA-09	Enter operating/financial plans for future operating periods.		
FMA-10	Roll future plans into active budget plans based on future date or retrieval function.		
FMB-01	Report information for all categories on which budgetary decisions are made, whether legally binding (e.g., appropriation limitations) or in the nature of policy guidance and decision-making (e.g., Presidential/OMB pass-backs, congressional markup documents, or internal agency decisions).		
FMB-02	Populate the budget formulation system with prior-year budgeted and actual amounts.		
FMB-03	Perform projections of obligations, income, and expenditures at any level of the organizational structure (e.g., projecting obligations based on prior periods and applying these to a future period).		
FMB-04	Adjust projection rates (e.g., 90 percent, 100 percent, and 110 percent) and exclude specified obligations from projection.		
FMB-05	Create, store, and modify payroll forecasts, including anticipated monthly compensation and benefits, at the individual employee level.		
FMB-06	Incorporate overhead distribution as part of budget formulation.		
FMB-07	Develop budgets on-line and via upload from spreadsheets.		
FMB-08	Prepare budget submission guidance, budget narratives, and budget briefing packages on-line and via upload from desktop software applications.		
FMB-09	Distribute budget submission guidance to subordinate organizations electronically.		
FMB-10	Establish and maintain multiple budget cycles.		
FMB-11	Tie budget formulation to the agency's stated goals and objectives required by GPRA.		

Rqmt. Number	Value Added Feature Description	√ to Indicate System Capability	Document References
FMC-11	Generate budgetary data in format required by OMB's MAX system.		
FMC-12	Automatically prepare the formal allotment and sub-allotment documents and electronically distribute them to subordinate organizations.		
FMC-13	Create continuing resolution funding levels based on a percentage of prior-year funding.		
FMD-10	Request approval for reprogramming and request additional funds outside the periodic budget review process. Allow such requests to be submitted, reviewed, revised, and approved. Approval would update current operating budgets.		
FME-14	Automatically notify users when funds availability is reduced by transactions from external systems (e.g., credit card payments, and payroll).		
FME-37	Maintain the following additional data fields for each obligating document <ul style="list-style-type: none"> <li>• Requester's name</li> <li>• Telephone number of requester</li> <li>• Contract number/GSA schedule number</li> <li>• Deliver to location (e.g., room number, division)</li> <li>• Comment field</li> <li>• Contact name</li> <li>• COTR name</li> <li>• COTR telephone number</li> <li>• Prompt Pay indicator</li> <li>• Approval date, and</li> <li>• Discount payment terms.</li> </ul>		
PMA-07	Capture vendor information required when registering with the Central Contractor Registration (CCR) and track activity by CCR identifier.		
PMB-25	Automatically generate a payment voucher if the purchase order matches the receiver information. Provide this option as a function of the matching process.		
PMB-26	Use the Fast Payment clause indicator on the obligating document to determine whether or not an accelerated payment is to be made.		
PMB-27	Compare discount terms on the invoice with discount terms on the related obligating document. Notify the user when differences are identified.		
PMB-28	Provide a system-generated letter or e-mail to the vendor stating the reason for rejection or "notice of intent to disallow" an invoice within 7 days of receipt of invoice.		
PMC-36	When consolidating multiple payments to a single payee, include the TAS/TAFS associated with each payment in the payment file.		
PMC-37	When combining payment files for multiple ALCs into a single file for transmission to Treasury, provide summary totals by TAS/TAFS.		
PMC-38	Provide National Automated Clearing House Association (NACHA) payment formats for Non-Treasury Disbursing Offices.		
PMC-39	Split a single payment into separate bank accounts (e.g., benefit payments to recipients).		
PMC-40	Provide statistical sampling capabilities to support agency payment certification.		
PMC-41	Identify and report payment and deposit amounts at a detail suitable for reporting large dollar notifications as described in I TFM-6-8500, Cash Forecasting Requirements.		
PMD-11	Include the TAS/TAFS charged and the associated amount(s) in the history of each payment made by the Core financial system.		
PMD-12	Provide an automated interface to the Department of Treasury system containing paid schedule data (i.e., Government On-line Accounting Link System (GOALS) Regional Finance Center Agency Link, or its successor).		
PMD-13	Provide written notification to payees (vendors, travelers, etc.) of payments made by disbursing offices. Allow for agency flexibility in defining the contents of the notifications.		
PMD-14	Provide e-mail notification to employees of travel payments made by disbursing offices.		
PMD-15	Track and report on aged, unmatched vendor invoices.		
PMD-16	Track and report on spending agency-wide by state and congressional district.		
RMD-14	Record TAS/TAFS(s) associated with collections received on deposit tickets and debit vouchers.		

Rqmt. Number	Value Added Feature Description	√ to Indicate System Capability	Document References
RMD-15	When downloading monthly deposit and debit voucher confirmation information from the Treasury and the banking system for comparison to the agency general ledger, include both the TAS/TAFS(s) and the associated amount(s).		
RMD-16	Interface with CASHLINK, in order to reconcile Treasury recorded collections to the collections recorded in the Core financial system and generate exception reports.		
RA-03	Report the financial information required for program management performance reporting.		
RD-10	Provide the following ad hoc query interface features: <ul style="list-style-type: none"> <li>• Graphical display of data sources,</li> <li>• The ability to “point and click” on selectable table, data, and link objects for inclusion in a custom query,</li> <li>• An active data dictionary to provide users with object definitions,</li> <li>• The ability to share user developed query scripts with other authorized agency users, query optimization, and</li> <li>• On-line help.</li> </ul>		
TA-13	Include an integrated relational, Structured Query Language compliant database.		
TA-14	Simultaneously process on-line transactions and transactions submitted via system interface.		
TB-04	Operate in a mainframe environment (e.g., Multiple Virtual System (MVS), Operating System (OS/ 390).		
TB-05	Operate in a server-computing environment running under UNIX or NT (e.g., Windows Server 2000).		
TB-06	Support application client operation on an Apple Macintosh Windows compatible operating system.		
TB-07	Support application client operation on a UNIX operating system.		
TB-08	Support automated touch-tone telephone access for standardized, commonly requested, inquiries (such as payment status).		
TB-09	Support automated fax-back access for standardized, commonly requested, documents (such as account statements).		
TB-10	Provide the capability to accept bar-coded documents.		
TB-11	Include a report spooling capability to enable on-line viewing, re-printing, and permanent archiving of requested reports.		
TC-01	Provide a consistent, Windows-compatible, on-line user interface to all modules and integrated subsystems. Interface consistency includes the use of common command entry syntax, dialog window styles, data entry structures, and information presentation.		
TC-02	Incorporate common Graphical User Interface characteristics: <ul style="list-style-type: none"> <li>• Mouse activated icons,</li> <li>• Buttons,</li> <li>• Scroll bars,</li> <li>• Drop-down lists,</li> <li>• Check boxes,</li> <li>• Menu bars,</li> <li>• Text boxes,</li> <li>• Tool tips,</li> <li>• Resizable windows, and</li> <li>• Cut, copy, and paste functions.</li> </ul>		

Rqmt. Number	Value Added Feature Description	√ to Indicate System Capability	Document References
TC-03	<p>Incorporate data entry features designed to reduce the amount of direct keying required to initiate transaction processing. Desired efficiencies include the use of default values, look-up tables, and automatic data recall. Other desirable features include:</p> <ul style="list-style-type: none"> <li>• Single function windows (e.g., one input screen per transaction),</li> <li>• The ability to pass common data from screen to screen,</li> <li>• Highlighting of required fields,</li> <li>• Auto tabs,</li> <li>• Function keys (e.g., retrieve previous data, invoke help facility, suspend transaction, clear screen, etc.),</li> <li>• Disabling of non-supported function keys,</li> <li>• Menu mode and an expert mode of screen navigation,</li> <li>• The ability to retrieve suspended transactions by user, document, vendor, etc.,</li> <li>• Transaction entry undo/redo,</li> <li>• Context-sensitive on-line help, and</li> <li>• The ability to select records from a list by scrolling or by typing in only part of an entry.</li> </ul>		
TC-04	Support desktop integration with other common workstation applications used for word processing, spreadsheets, data management, and graphics.		
TC-05	The application help facility should be customizable by the agency.		
TC-06	Provide an application user interface that complies with the software application standards required by Section 508 of the Rehabilitation Act, as detailed in 36 CFR 1194, Subpart B.		
TD-06	Support direct EDI translation compliant with American National Standards Institute (ANSI) X-12 standards to enable electronic data exchanges with designated trading partners such as a bank credit card service provider, major supplier, or customer.		
TD-07	Interface with the agency electronic communications system to distribute application generated documents and messages electronically to either intranet or Internet users.		
TD-08	Accept vendor invoices and other external originated transactions over the Internet (e.g., Extensible Markup Language (XML)).		
TD-09	Support emerging XML-based specifications for the exchange of financial data such as Extensible Business Reporting Language (XBRL).		
TE-02	Enable authorized users to define workflow processes and business rules, including approval levels, and to modify workflow (e.g., assigning a proxy approving authority).		
TE-03	Provide the capability to establish multiple levels of document approvals based on user-defined criteria including dollar amounts, types of items purchased, and document types.		
TE-04	Provide an internal calendar or user-defined routing tables to generate rule-based or exception reports to support the generation of work flow messages (i.e., notification of Accounts Payable office for invoices warehoused over 30 days with no matching receiving report).		
TE-05	Provide the ability to track approval events on-line by transaction, including the time/date and approving party.		
TE-06	Provide the capability to automatically generate electronic routing and status messages to individuals or groups.		
TE-07	Support Workflow Management Coalition (WFMC) standards.		
TE-08	Support Messaging API-Workflow (MAPI-WF) standards.		
TE-09	Support Vendor Independent Messaging (VIM) standards.		
TF-01	Support Document Management Alliance (DMA) standards.		
TF-02	Support Open Document Management Architecture (ODMA) standards.		
TF-03	Support Open Document Architecture/Open Document Interface Format (ODA/ODIF) standards.		
TF-04	Support Portable Document Format standards.		
TF-05	Support Standard Generalized Markup Language (SGML) standards.		
TF-06	Provide the capability to electronically image, index, store, and retrieve document reference material (e.g., signed contracts, purchase orders and vendor invoices).		

<b>Rqmt. Number</b>	<b>Value Added Feature Description</b>	<b>√ to Indicate System Capability</b>	<b>Document References</b>
TF-07	Notify the user of the presence of associated document images and allow an on-screen display of this material.		
TG-01	Support secure web browser access to all financial management system modules including workflow related features for the purpose of entering new financial documents/transactions and to review/approve their processing.		
TG-02	Support secure Internet access to the integrated ad hoc data query facility.		
TG-03	Provide the capability to receive public payment collections via the Internet (e.g., Web-based collections via credit card).		
TG-04	Support the use of standard Public Key Infrastructure technology to control access to sensitive data over the Internet.		
TI-09	Provide computing performance metrics, for platforms and systems environments that the application is certified to run on. Performance metrics provided by the vendor should describe: <ul style="list-style-type: none"> <li>• Transaction processing throughput capacity,</li> <li>• Expected workstation client response time by transaction type,</li> <li>• Data storage capacity, and,</li> <li>• Limitations on concurrent user connectivity.</li> </ul>		
TI-10	Process an agency's projected accounting activity without impacting projected on-line response time.		
TI-11	Complete routine batch processing (e.g., backups, nightly interface processing, Core GL posting, table updates, standard reporting, and systems assurance) within an agency defined batch-processing window.		
TI-12	Maintain the agency's current and historical financial data (e.g., general ledger records, documents, transactions, lines, and vendor records) with no degradation to on-line or batch processing performance.		
TI-13	Support concurrent access to functional modules by the agency's defined user community.		
TI-14	Disclose processing jobs, steps, and dependencies that are required to operate the system on a daily, weekly, monthly, quarterly, and annual basis.		
TI-15	Provide the capability to process batched transactions during online hours and accept online transactions from interfacing systems with no on-line performance degradation.		

